

Submitting Food and Beverage Products for Approval

Connecticut's *List of Acceptable Foods and Beverages*

The Connecticut State Department of Education (CSDE) reviews foods and beverages for compliance with the state nutrition standards for foods and beverages in schools. Foods that meet the [Connecticut Nutrition Standards](#), and beverages that meet the [state requirements](#) of Section 10-221q of the Connecticut General Statutes and the U.S. Department of Agriculture (USDA) Smart Snacks standards, will be added to the CSDE's *List of Acceptable Foods and Beverages*.

To submit a food or beverage product to the CSDE for review, provide a PDF of the actual product package, artwork for the product package or a product specification sheet. The CSDE prefers that the submission includes the **actual product packaging** because it contains the most complete and accurate information. The product submission must include the following:

1. **Name of manufacturer**, exactly as it appears on the product label.
2. **Name of product**, exactly as it appears on the product label.
3. **Flavor or variety** of product, exactly as it appears on the product label.
4. **Nutrition facts label**, which must include the following nutrients: calories, total fat, saturated fat, trans fat, sugars, sodium and fiber.
5. **List of ingredients**, which must be in a **format that can be electronically copied**.
6. **Actual package size**, which must list both individual serving size and actual package size. For frozen desserts, the serving size must include both **volume** (fluid ounces) and **weight** (ounces or grams) of one serving of the product.
7. **UPC code** for the **individual package** (i.e., 0-00000-00000-0) and **case** (i.e., 000-00000-00000-0) or the manufacturer product code if the product does not have a UPC code.
8. **List of distributors** that sell the products to schools in Connecticut. The CSDE's [Contact Information for Vendors](#) provides schools with contact information for manufacturers, brokers and distributors that sell foods and beverages included on the *List of Acceptable Foods and Beverages*. For any vendor not already listed, please provide the following contact information:

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| • contact name | • phone |
| • contact title | • fax |
| • company name | • e-mail |
| • company address (street, city, zip code) | • Web site (if available) |

Please submit all required information via e-mail to susan.fiore@ct.gov. The CSDE will review the products and you will be notified of their status via e-mail. The review process is generally completed within 7-10 days.



For more information, contact Susan S. Fiore, M.S., R.D., Nutrition Education Coordinator
Connecticut State Department of Education, Bureau of Health/Nutrition, Family Services and Adult Education, 25 Industrial Park Road, Middletown, CT 06457, 860-807-2075

This handout is available at www.sde.ct.gov/sde/lib/sde/pdf/deps/nutrition/fblast/submitproduct.pdf.

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